**Guest access is limited to 90 minutes per day**

As part of a private institution, the primary purpose of Regis University's Dayton Memorial Library is to support the research and educational needs of our students, staff, and faculty; however, the library also supports the university's mission of service through outreach to the community. This outreach includes offering access to library computers, library databases, and the internet on a limited basis. Guests of Dayton Memorial Library may use selected computers on the 2nd floor and must be logged on by a librarian at the Research Help Desk. This service is provided only for acceptable uses during hours the Research Help desk is staffed. The time limit for guest users is 90 minutes per day. **Guest users are not guaranteed access to computers.**

Acceptable uses include, but are not limited to:

- school homework or online test taking;
- using Regis University Library research resources, including the catalog and databases;
- résumé writing, job searching, or financial aid applications;
- consulting online government publications, including tax forms;
- civic work such as voter registration or contacting a government agency;
- work related to the Jesuit mission; and
- independent research

**Illegal activities are prohibited.** Please see the Responsible Use of University Technology Resources policy (excerpted on the reverse side) for the complete list of prohibited activities. Responsibility for, and any restriction of, a minor's use of library resources, including access to the internet, rests solely with the parent or legal guardian. The library cannot enforce any parental or guardian restrictions.

Academic use takes priority over other online activities. Guest users may need to wait to be signed on if the librarian is assisting other patrons, and may be asked to relinquish their computers if they are needed by members of the Regis community.

Library guests must also abide by the Dayton Memorial Library Expectations of Use and Behavior policy. Violation of either policy may result in a request to modify behavior, losing computer access privileges, removal from the facility, and/or arrest and prosecution.
Responsible Use of University Technology Resources [excerpted]

Regis University technology resources are to be used to advance the University’s mission of education, scholarship and service. **Faculty, students and staff may use these resources for purposes related to their studies or research, their teaching, the execution of their duties as University employees, their official business with or for the University, or other University-sanctioned activities. The University encourages the use of technology resources for these primary activities.** These resources include, but are not limited to, hardware (including telephones, computers, and traditional media equipment) either owned or leased by the University, software, and consulting time (and expertise) of the staff of Information Technology Services or other University technology support staff. Unless approved in advance by a vice-president or dean, use of University technology resources for commercial purposes is prohibited.

**The use of technology resources provided by the University for purposes not directly related to the primary activities indicated in the previous paragraph should be considered as secondary activities (i.e. personal or otherwise). Should such secondary activity interfere with primary activities, the University may require the immediate termination of such secondary activities.**

All computer files, documents, and software created or stored on the University’s computer systems are subject to review and inspection at any time.

Many of the University’s technology resources are shared amongst the entire University community. The use of these may not violate law or the rights of others. Prohibited activities include, but are not limited to:

- Activities that obstruct usage or deny access to technology resources
- Activities that are harassing or libelous
- Activities that are obscene as applied in the context of an academic environment
- Activities that violate copyright or other intellectual property rights of others
- Activities that violate Regis University policies
- Activities that violate local, state or federal laws
- Unauthorized use of computer accounts
- Impersonating other individuals
- Attempts to explore or exploit security provisions, either at the University or elsewhere
- Activities that invade the right to privacy of others
- Destruction or alteration of data belonging to others
- Creating, using or distributing computer viruses
- Allowing other individuals to use your account/password
- Disruption or unauthorized monitoring of electronic communications or of computer accounts
- Academic dishonesty (e.g., plagiarism, cheating)
- Inappropriate and/or widespread distribution of electronic communications (e.g. “spamming”)

The University intends to place effort toward development of technology resources and not the policing of the use of those resources. Engaging in activity that violates or is prohibited by current faculty, student, and staff operational policies may result in loss of access privileges as well as appropriate disciplinary or corrective action in accordance with procedures outlined in the governing contractual agreement, if any. If such activity also violates local/state/federal laws, perpetrators may be referred to appropriate law enforcement officials.